

# DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET



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The Department of Technology, Management and Budget (DTMB) provides state agencies with all technology services, as well as centralized business services, to allow for streamlined government operations. In addition to meeting all of the technology needs of the agencies, some of the key business services include budgeting, audit, employee resources, financial services, fleet management, mail, printing, property management, purchasing services, records management, and retirement services. The department includes several key units of state government, including the offices of the Chief Information Officer, the State Budget Director, the State Employer, and the Civil Service Commission.

The department derives its legal authority from the Management and Budget Act, Act 431 of 1984, as amended, and several executive orders. It is the summation of the former Department of Administration, which was created by Act 51 of 1948, as well as functions that had been under the Office of the Governor, such as budgeting, that were transferred by Executive Order No. 1973-7. Most recently, Executive Order 2009-55, issued December 30, 2009, and effective March 21, 2010, abolished the former Department of Information Technology (MDIT) and created the Department of Technology, Management and Budget.

The consolidation of MDIT with Management and Budget further positions technology as a driver and leader when it comes to creating efficiencies and improving the delivery of state services. The success of MDIT, resulting from the consolidation of 19 separate state IT organizations into one department (MDIT) in 2001, was recognized nationally for excellence. The consolidation of MDIT and DMB represents another major step in consolidation, bringing together state employees who are primarily focused on internal service to state government. DTMB has gained national attention as a new model for the delivery of government service.

The **Director's Office** provides direct management and oversight for strategic planning, public information, enterprise security, and enterprise development. The critical functional areas within DTMB are outlined in the following paragraphs.

The **Michigan Public Safety Communications System (MPSCS)** is housed within DTMB and serves as Michigan's primary communications system for emergency response personnel. With more than 231 towers, 48,000 radios, and covering an area of more than 58,000 square miles, the MPSCS is the largest public safety communications system in North America. It proudly provides interoperable voice and data communications for many of Michigan's first-responders and state government agencies.

The **Office of Enterprise Security (OES)** is accountable to the DTMB Director for identifying, managing, and mitigating IT security risks and vulnerabilities within State of Michigan government computing. OES is also charged with the oversight of disaster recovery planning, IT security risk management, IT security awareness and training, working with state agencies to assist with their security issues, and enforcement oversight of state security policies and procedures intended to maintain suitable levels of system and network security.

The **Agency Services Administration** within DTMB serves as the liaison between the department and the individual Executive Branch agencies. This team is responsible for maintaining the technology business relationships between DTMB and its agency customers. The services include managing agency IT plans and ensuring the timely delivery of agreed upon IT services. They also work across all agencies to identify common technology needs—so that DTMB can leverage the state's IT resources, and thereby create cost savings while delivering more timely services. Agency Services oversees the operational management of more than 1,000 IT applications for state agencies.

The **Infrastructure Services Administration** within DTMB provides for field services, telecommunications, data center services, enterprise architecture, office automation, and technical services. With over 61,000 desktops and 1,000 applications in operation, DTMB works to provide a single desktop environment that supports all the business needs of the different state agencies and departments. Field technicians across the state maximize end-user productivity by providing on-site support services to resolve computer problems and equipment failures. The department is responsible for the acquisition of hardware and software, as well as operational and technical support for a variety of mainframes and over 2,000 servers. Other responsibilities include network management, phone systems, data storage, e-mail, and system monitoring.

The **State Building Authority (SBA)** provides the capital financing to acquire, construct, furnish, equip, and/or renovate buildings for the use of the state, including public universities and community colleges pursuant to Act 183 of 1964. Since its creation, SBA has financed approximately 280 projects, approaching \$5 billion in construction costs. SBA bond issues permit the construction of needed capital outlay projects, which otherwise might be delayed or canceled due to state fiscal constraints, by spreading their costs over a portion of the project's useful life. In addition to capital outlay financing, SBA houses non-employee risk management functions for the state. It provides state agencies with commercial property, general liability, aviation, and builder's risk insurance, as well as other needed insurance coverage. The SBA also administers the state's Vehicle Self-Insurance Fund. The Vehicle Self-Insurance Fund covers liabilities arising from accidents involving the state vehicle fleet which numbers in excess of 10,000 vehicles.

The **Office of Retirement Services (ORS)** is an innovative retirement organization driven to empower customers for a successful today and a secure tomorrow. In 2008, ORS provided services to over 325,500 active and 230,300 retired members from six retirement systems, representing approximately 1 out of every 18 Michigan residents. In addition to delivering pension payments and health benefits totaling \$5.4 billion, ORS promotes the long-term financial solvency of the systems. ORS administers the retirement system for judges, public school employees, state employees, and state police, including the state's defined contribution and deferred compensation plans. The Judges Retirement System was created under Public Act 234 of 1992. The Michigan Public School Employees Retirement System is administered under the provisions of Michigan's Public Act 300 of 1980. The State Employees Retirement System was created under the provision of Public Act 240 of 1943. Finally, the Michigan State Police Retirement System is operating under Public Act 182 of 1986. In 2009, the market value of the Defined Benefit Plan assets totaled more than \$44.3 billion and over \$4.6 billion for the Defined Contribution/Deferred Compensation Plan.

**Purchasing Operations** buys an incredibly diverse array of goods and services on behalf of state agencies. With more than 1,000 contracts valued at more than \$15.5 billion, the buyers administer a competitive bidding process to procure the goods and services that state agencies and departments need to do business. Through prompt payment discounts, renegotiation of contracts and competitive bidding, Purchasing Operations has provided more than \$770.7 million in cost savings and avoidance to the state since 2003, managing a \$2.6 billion portfolio of information technology contracts, which includes services, software and equipment. All vendors (individuals, small businesses and large corporations) are invited to compete for the state's business. Through the Buy Michigan First initiative, Michigan-based companies were made a priority in the way that the state does business. MiDEAL – the state of Michigan's award-winning cooperative purchasing program – extends more than 170 of the state's contracts to MiDEAL members across the state. MiDEAL members that benefit from the purchasing power of the state include cities, counties, townships, villages, school districts, intermediate school districts, nonprofit hospitals, higher education institutions, and community colleges.

**Facilities Administration** manages and maintains office buildings throughout the state of Michigan, providing parking and security services for the managed facilities. Facilities Administration also provides facility design and construction management services for state agencies and colleges and universities implementing infrastructure improvements and new construction projects. Facilities Administration strategically manages the state's portfolio of owned and leased space, providing agencies with services to meet changing space requirements, as well as handling land and surplus property dispositions.

**Financial Services** offers a broad range of services to DTMB operating units, including accounting services, departmental procurement and accounts payable processing, financial analysis, business planning, management level reporting, performance measurement and management, automated billings, data collection and interfaces, and contract/lease management. Financial Services also serves as audit liaison with the Auditor General's office. A key objective is the simplifying of costs through rated services for other state government agencies. Human Resources functions are included in this area, providing services important to employment in DTMB, including traditional human resource support, such as recruitment, classification, payroll and benefits, labor relations and leave administration. In addition, safety and health services, as well as human capital management, are managed within this area.

Other key business services provided by the DTMB include Vehicle and Travel Services (VTS), Federal Surplus, State Surplus, Records Management, Printing Services, Mail and Delivery Services, and Warehouse Services. VTS provides centralized fleet and travel services for state agencies and colleges and universities. The fleet inventory includes all motorized vehicles and off-road equipment for all departments except the Michigan Department of Transportation, and a small number owned by Military and Veterans Affairs and the Department of Natural Resources. Printing Services offers a wide variety of design, printing, and bindery services. The Consolidated Print Center (CPC) provides high-volume mainframe and network print services to all state agencies.

The **Office of the State Budget** is responsible for coordinating all Executive Budget activities, including development of the Executive Budget recommendation, presentation of the budget to the Legislature and implementation of the budget after enactment. The **State Budget Director** is appointed by the Governor and is a member of the Governor's cabinet. The State Budget Director serves as the Governor's advisor on fiscal matters and also oversees the state's accounting and payroll functions, the state's financial management system, and the collection and reporting of data about the performance of Michigan's public schools and students.

Under Executive Order 2007-30, the **Civil Service Commission** operates as an autonomous entity under the Department of Technology, Management and Budget, with its administrative powers vested in the State Personnel Director, the commission's principal executive officer. The Civil Service Commission, through the State Personnel Director and staff, has overall responsibility for regulating conditions of employment for classified civil service workers in all of the departments of the executive branch of state government.

The **Office of the State Employer** carries out the central labor relations responsibilities as the employer of the state classified work force and represents the Governor, the executive branch departments and agencies, and the legislative auditor general in all employee relations matters. The office is also responsible for all activities associated with workers' compensation, long-term disability, disability management, return to work, safety and health, health promotion, and employee services.

The **Office of Children's Ombudsman**, also housed within DTMB, was created by the legislature in 1994 as an autonomous entity. The Children's Ombudsman Act (PA 204 of 1994) provides that the office is responsible for monitoring and ensuring compliance with relevant statutes, rules, and policies pertaining to children's protective services and the placement, supervision, and treatment of children in foster care and adoptive homes.

The position of **Chief Information Officer (CIO)** within DTMB is ultimately responsible for the information technology services for state government. The Director of DTMB presently serves as the Chief Information Officer (CIO) for the state of Michigan. Per Executive Order 2009-55, the position of CIO reports directly to the Governor and shall serve as a member of the Governor's Cabinet.

